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» Payments – Bills

What do I find in this page?

On this page you can make payments of bills previously registered.

General considerations of the accounts:

- The Origin Account now will be called "Withdrawal Account"".
- The Destination Account now will be called "Deposit Account".
- The information of the withdrawal account is displayed in the following format: description or alias – last three digits of the account – Balance (MXN or USD, as appropriate.
- The service information is shown in the following format: Common Name – Corporate Name – Establishment.

To make a payment of bills:

1. Withdrawal Account: Choose an account from the displayed list.
2. Registered Bills: Choose s service from the displayed list.
   - Link *Register a service*: It takes you to the *Management* → *Account Register* page to register a service.
3. Payment's data:
   - Capture line:
     - Capture line: This field will only appear when the type of service requires it; it can be capture Line A or capture Line B. It is a code that serves as identifier of the payment concept, expiration date and amount.
     - Amount: Amount of the transaction, it can be in pesos (MXN).
4. Concentration account: The following data will be required:
   - Numeric Reference: Number linked to the payment; in the case of concentration account it will be validated. It should be composed of twenty digits.
   - Alphanumeric reference: Reference linked to the payment; it can have up to forty characters, without using the letter "ñ".
   - Amount: Amount of the transaction, it can be in pesos (MXN).
   - *GDF* Capture line: This field will only appear when the type of service requires it; it can be capture Line A. It is a code that serves as identifier of the payment concept, expiration date and amount.
   - Amount: Amount of the transaction, it can be in pesos (MXN).
   - Note: En el caso de GDF, una segunda página de captura será mostrada, esto contendrá el concepto de pago y los datos necesarios para completar el recibo correspondiente oficial para el Tesoro.
5. Additional Options:
   - Fiscal Voucher
   - Schedule a future date
   - Note: For GDF payments of bills there are no additional options.

By clicking "Continue", you will be taken to the *Transaction confirmation* screen.

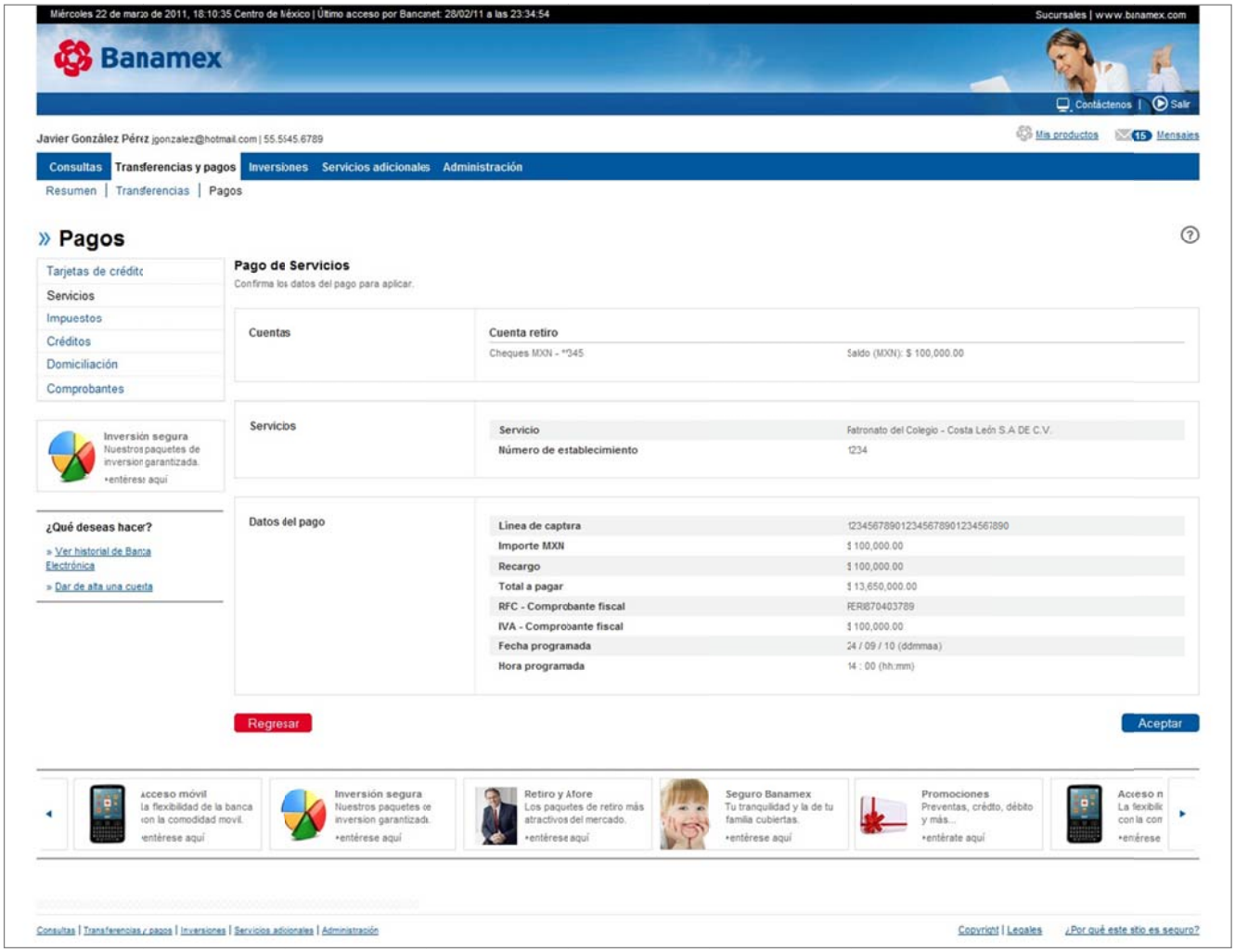
» Payment Confirmation – Bills

What do I find in this page?

On this page you can see details of your payment before it is applied.

By clicking "Return", the *Screenshot* will be displayed with the values previously entered.

By clicking "Accept", the screen where you must enter the 8 digits of the dynamic key generated by your Banamex NetKey will be displayed. Click again "Continue" so the transaction is applied; you will be taken to the *Payment* Application screen.



Clave dinámica
Si tus datos son correctos, por favor enciende tu NetKey Challenge Banamex e introduce la clave siguiente:
Challng: 24011985
Presiona ENT, tu NetKey generará una clave numérica la cual debes ingresar en el siguiente campo para continuar tu operación
Clave dinámica
Cancelar
Continuar

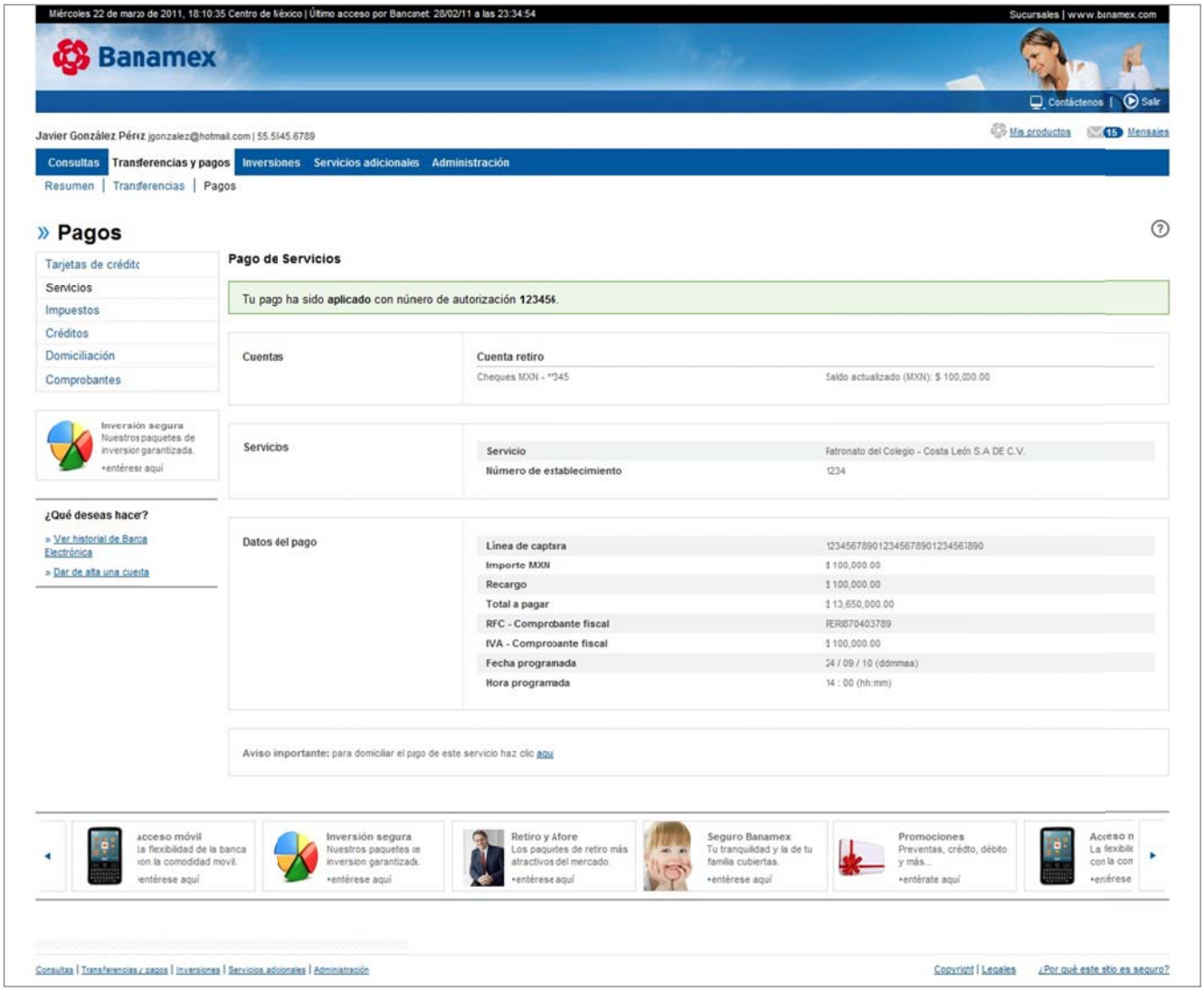
» Payment Application – Bills

What do I find in this page?

On this page you can see details of the payments that have been applied.

Application message: Displays the status and number of authorization or instruction, as appropriate. This folio validates the transaction; please remember to keep it as your transaction Voucher. If you want, you can print it clicking "Print" button

1. Withdrawal Account
2. Bill or Concept: Bill you paid.
3. Payment data: Displays the entered data on the request screen. It also displays the following data:
4. Surcharge*: Amount of interests generated by the company. This option is displayed when the company charges interests to be paid after the deadline. This only applies for the companies that hired the receiving payments service with Banamex, under the discounts and surcharges scheme.
5. Discount*: This option appears when the company performs a reduction because the amount is paid in advance. This only applies for the companies that hired the receiving payments service with Banamex, under the discounts and surcharges scheme.
6. Total amount: Amount of the transaction.
7. Commission Data: It displays the commission amount of the payment made; this will be charged to your account.



Remember:

- If the transaction you want to make is not within working hours, a message will be displayed to program it within regular working hours; you must select a date for its implementation. The requested data will depend on the type of service being paid.
- In the case of GDF service payments, the additional options do not apply.
- For your own safety, only the last three digits of your account or contract are displayed. If these numbers match those on another account, another number will appear until there is a difference.
- Each Register request will generate a fee.
- The additional option for Fiscal Vouchers Register applies only for individual entities with business activities. The accuracy of the Fiscal Voucher Register data is responsibility of the person who provides it.
- The data in the Voucher should be the same as the transaction's payee ones.
- The currency of the VAT should be the same as the amount of the transaction.

- Transactions scheduled for a future date and hour can be performed with a maximum of thirty calendar days.

Furthermore:

- You can make other transactions from this page. Just click on the desired link that appears in the section *What do you want to do?*
- You can use the BancaNet main menu to logout or to seek help at any time.

» Additional Options

- Fiscal Voucher: You can enter the RFC and VAT information. Under the reforms issued by the Ministry of Finance and Public Credit (SHCP), regarding the transactions involving electronic transfers, you can register the transaction you made to in your statement as Voucher with tax deduction purposes.
- Schedule a future date:
  - Date: Using a calendar you can choose the date to carry out the transaction.
  - Hour: Two lists are displayed, one to choose the hour with the values '00 ' to '23' hrs, the other for the minutes with intervals of 15 min.

» Maximum Amount

If the amount is greater than the maximum amount negotiable, the following will be displayed in the Confirmation page:

1. Maximum amount message: Maximum amount allowed message.
2. Transfer Data: In this section the new maximum amount will be displayed. This will be marked in red.

» Rejected Transaction

If there is an error in the transfer, a message with the following information will appear:

1. Transaction name: Title of the transaction you were trying to make.
2. Cause: Error description.
3. *What I can do?* Possible solution to the problem.
4. If the solution presented is not can may contact Customer Service at 1226 3990 or 01 800 110 3990.
5. Remember to have the code that appears in the message at hand, since the executive at the phone will request it to solve your problem more easily. You can print this message by clicking the "Print" button .
6. Click "Continue".